Date of Meeting:	March 6, 2008	
Time and Location:	9:00 – 10:00 AM	State Data Center; 4430 Broad River Road; Conference Room 230
Purpose of the Meeting	Develop a communication plan to build awareness and concepts of collaborative information exchange.	
Minutes Prepared By:	Sharon Poulalion	

1. Attendance at Meeting:

John Ward (DOC)
Sharon Poulalion (CIO)

2. Meeting Agenda:

- ✓ John's trip report from Washington DC
- ✓ Creation of communication plan for implementing NIEM
- ✓ Next Step to create Governance model
- ✓ Review of examples of data sharing in various system architectures
- ✓ Value of NIEM
- ✓ Wrap-up

3. Meeting Notes, Decisions, Issues:

John Ward opened the meeting with his trip report and an overview of NIEM an all of the information he learned at the Washington Justice conference. He has examples of the data sharing in various system architectures that show where we are today and where we need to be tomorrow.

Items discussed:

- Compliance with NIEM standards
- Importance of NIEM and the value of using NIEM
- What are other states doing and where is South Carolina at currently with exchange models.
- Roadmap
- Next steps
- Agencies with IT staff versus agencies with no IT staff, how can we help
- Look at what Health did to collaborate among agencies and share data

4. Action Items:

	Action	Assigned to	Due Date
a.	Prepare agenda and presentation on Global justice model and NIEM value.	John Ward	4/9/2008
	Status		

5. Next Meeting:

Date:	April 9, 2008	Time:	2:00 PM	Location:	State CIO office
Agenda:					